



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO

OPNAVINST 5350.4C CH-1
N153B

APR 19 2000

OPNAV INSTRUCTION 5350.4C CHANGE TRANSMITTAL 1

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)
Subj: DRUG AND ALCOHOL ABUSE PREVENTION AND CONTROL
Enclosure: (1) Revised page 8 of enclosure (2)
(2) Revised page B-4 of appendix B to enclosure (2)

1. Purpose. To transmit revised pages 8 and B-4, which provide comprehensive alcohol and other drug abuse prevention and control policy and procedures for all Navy military personnel, and to establish regulations to enforce that policy.

2. Action Remove page 8 of enclosure (2) and page B-4 of appendix B to enclosure (2) and replace with enclosures (1) and (2).

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Distribution:

SNDL Parts 1 and 2

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training and "A" schools or the first module of other training subsequent to completion of recruit training. COs of "A" schools, apprentice training, and officer students in warfare/staff specialty entry schools are authorized to exceed urinalysis quotas described in paragraph 6 of this enclosure.

6. Unit Quotas

a. While unit commanders, COs, OICs, and physicians have the authority to order as many urinalyses as are deemed necessary, NAVDRUGLABs have a finite capacity. It is necessary, therefore, to regulate the submission of urine samples to the laboratories.

(1) COMNAVPERSCOM (PERS-6) shall be the responsible authority for laboratory quota management, and shall coordinate quota assignments and assess the distribution of samples among the NAVDRUGLABs.

(2) Random sampling of small numbers of personnel on a frequent basis provides best results. This process reduces the predictability of command testing and raises the perceived risk of detection. Each command shall submit to the NAVDRUCLABS samples from 10 to 20 percent of its assigned personnel monthly. R) All types of testing (search and seizure, inspection, fitness for duty, etc.) are applied toward a unit's quota. Commands shall submit one unit sweep of all assigned personnel per year. Commanding officers may conduct up to five unit sweeps of all personnel assigned per year.

R) (3) Except for unit sweeps, submissions in excess of 40 percent of assigned personnel in any given month require Echelon 3 prior approval.

(4) Navy has developed the Navy Drug Screening Program (NDSP) to assist local commands in administering their urinalysis testing program. NDSP is a computer-based application that requires at least Windows 3.1 and a 386/33mhz microprocessor to run. NDSP enables COs to establish monthly drug testing parameters. Once parameters have been set, NDSP randomly selects the test day and individuals to be tested. Use of NDSP minimizes the opportunity for cheating or gaming the urinalysis system while maximizing the deterrent effect by keeping the test days unpredictable.

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in left box of that entry. DD 2624 and bottle labels may be prepared in advance. In this case, the UPC must verify that the information on the label and Specimen Custody Document match. The UPC shall sign and date the Specimen Custody Document(s) when collection of all samples is completed.

R) h. Tamper-resistant tape is required on all samples collected. UPCs should procure tamper-resistant tape via procedures and ordering information outlined in paragraph 2a(6) of this enclosure. Tape of the same width and length as above may be substituted. The UPC or servicemember seals the sample bottle by fixing one end of the tape near the label and pulling the tape directly across the widest part of the cap and down the opposite side of the bottle. In any event, failure to use tamper-resistant tape does not invalidate urinalysis results provided proper chain of custody has been maintained throughout the process (see reference (1)).

R) i. If a member claims to be unable to submit a complete sample, or submits less than the 30 milliliter minimum, it is permissible to require the member to remain in a controlled area, under observation, and to drink fluids normally consumed in the course of daily activity until such time as the member is able to provide a complete sample or the balance of the incomplete sample. The UPC either shall maintain custody of the incomplete sample or discard the partial sample and require the member to submit a full sample when the member is able.

j. Should a member be unable to provide a sample during the command's prescribed collection period, the member shall be examined by a military medical authority to investigate the possibility of physiological or psychological problems. The examination should be completed the same day of the collection and documented in the member's medical record. If failure to provide a sample is a chronic problem, the member shall be referred to the MTF for appropriate action.

2. Preparation for Shipment The UPC shall prepare samples for shipment as follows: